

This document is a guide when making quotations and invoicing.

**GLOBALG.A.P. / GRASP FEES SCHEDULE Kenya 2020**

Item	Amount
Audit fee per day/ per auditor <ul style="list-style-type: none"> <li>This includes sight inspection and document audit where applicable.</li> <li>Single unit (s) for Option 1 inspection is one (1) day (but acreage or distance between production units will determine the actual time taken).</li> <li>For group inspection, number of days will be determined by the <math>\sqrt{\text{of members}}</math>. The QMS document audit will take an average of 6-8 hours and average of 2- 3 farmers will be inspected per day (depending on distribution).</li> <li>Working hours are 8 am to 5pm. Traveling is only allowed within working hours.</li> <li>Additional charges if combined with Albert Heijn</li> </ul>	Ksh 25,000 + VAT (16%)  Ksh 10,000 + VAT (16 %)
Report processing	Ksh 10,000 + VAT (16%)
Certification fees	Kshs 15,000+ VAT (16%)
Subsistence and accommodation allowance per auditor per day (distances where an overnight is necessary)	Kshs 4,000
Subsistence allowance per auditor per day (Where there is no overnight stay).	Kshs 700
Transport to be charged per Km at current AA rates	
<b>GG / GRASP FEES- Please check with the Technical Manager/ Scheme Manager for current fees</b>	

**GLOBALGAP / GRASP FEES SCHEDULE 2020 Outside Kenya**

Item	Amount
Audit fee per day/ per auditor	\$ 400
Administration and Report writing (per report)	\$ 350
Subsistence allowance per auditor per day In East Africa distances of more than 300kms where an overnight is necessary: This is option as client can pay for this directly	\$ 100
Outside East Africa	\$ 150
Transport to be charged at cost	
<b>GG / GRASP FEES- Please check with the Technical Manager/ Scheme Manager for current fees</b>	

**UTZ CERTIFIED FEES SCHEDULE 2020 Kenya**

Item	Amount
Audit fee per day/ per auditor <ul style="list-style-type: none"> <li>This includes sight inspection and document audit where applicable.</li> <li>Estate inspection acreage or distance between production units will determine the actual time taken.</li> <li>For Co-operative inspection, number of days will be determined by the <math>\sqrt{\text{of members}}</math>. The QMS document audit will take an average of 6-8 hours and average of 5-7 farmers will be inspected per day (depending on distribution).</li> <li>Working hours are 8 am to 5pm. Traveling is only allowed within working hours.</li> </ul>	Kshs 25,000 + VAT (16%)
Processing fees and report writing per unit -----Ksh/report	Ksh 10,000 + VAT
Subsistence and accommodation allowance per auditor per day	Kshs 4,000

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(distances where an overnight is necessary)	
Certification fees	<b>Kshs 25,000</b>
Subsistence allowance per auditor per day (where there is no over night)	<b>Kshs 700</b>
Transport to be charged per Km at current AA rates	

### UTZ CERTIFIED FEES SCHEDULE 2020 Outside Kenya

Item	Amount
Audit fee per day/ per auditor	<b>\$ 300, \$ 280 for Ghana, CDI and Nigeria</b>
Report processing	<b>\$ 150</b>
Certification fees	<b>\$ 300</b>
Subsistence allowance per auditor per day In East Africa distances of more than 300kms where an overnight is necessary: This is option as client can pay for this directly	<b>\$ 100</b>
Outside East Africa	<b>\$ 150</b>
Transport cost will be invoiced at most current rates.	
<b>Travel time of more than 4 hours</b>	<b>\$ 50</b>

### ETP FEES SCHEDULE 2020 local and external

Item	Amount
Audit fee per day per auditor This includes sight inspection and document audit where applicable, and report writing. Working hours are 8 am to 5pm. Traveling is only allowed within working hours.	<b>GBP 200</b>
<b>Traveling time above 4 hours</b>	<b>\$ 60</b>
Report writing and processing	<b>GBP 75</b>
Subsistence and accommodation allowance per auditor per day (where an overnight is necessary)	<b>\$ 50-Kenya) and \$ 100 (other countries)</b>
Subsistence allowance per auditor per day (Where there is no overnight stay).	<b>\$ 15 (applies only for Kenya)</b>
Transport cost will be invoiced at most current rates.	

### Rainforest Alliance FEES SCHEDULE 2020 Kenya

Item	Amount			
Audit fee per day/ per auditor (5-6) farmers per day per auditor)	Kshs 25,000			
Processing and Farm Report writing (per report)	Ksh 25,000			
Processing and Group Report writing (per report)	ksh35,000			
Certification fees	Kshs 25,000			
<b>Subsistence allowance per auditor per day</b> Subsistence allowance in Kenya per auditor per day (where there is over night)	Kshs 4,000			
Subsistence in Kenya per auditor per day (no overnight)	Kshs 700			
Transport to be charged per Km at current AA rates				
<b>Travel time of more than 4 hours</b>	<b>Kshs 5,000</b>			
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For KTDA refer to the tender award document

**Rainforest Alliance FEES SCHEDULE 2020 Outside Kenya**

Item	Amount
Audit fee per day/ per auditor (5-6 farmers per day per auditor)	<b>\$ 300, 280 for Ghana, CDI, Nigeria</b>
Processing and Farm Report writing (per report)	<b>\$ 150</b>
Processing and Group Report writing (per report)	<b>\$ 400</b>
Certification fees	<b>\$ 350</b>
<b>Subsistence allowance per auditor per day</b> In East Africa distances of more than 300kms where an overnight is necessary: This is option as client can pay for this directly Outside East Africa	<b>\$ 100</b> <b>\$ 150</b>
Transport cost will be invoiced at most current rates.	
Invoices for Vaccinations Visa and additional transport to RFA	At Cost
<b>Travel time of more than 4 hours</b>	<b>\$ 50</b>

**4C FEES SCHEDULE 2020**

Item	Cost
Inspector fee/ per day	<b>\$ 350</b>
Report writing fee	\$ 500
Subsistence allowance/day (distances where overnight is not necessary).	<b>\$ 10</b>
Subsistence allowance/night (distances where there is an overnight within Kenya) per auditor per day	<b>\$ 40</b>
Travel Time over 4 hrs travel	\$150
Subsistence allowance (distances outside Kenya where an overnight is necessary) per auditor per day	<b>\$100-50 / day (depends on area)</b>
Transport to be charged per Km at current AA rates in Kenya	
Invoices for Vaccinations, priscillearielle@gmail.comcourier, Visa and additional transport	<b>At cost</b>
Airfare reimbursed at cost for regional distances of over 500 km	<b>At cost</b>

**LEAF (Kenya) 2020**

Item	Amount USD
Evaluation fee per day----- Working hours are 8 am to 5pm. Traveling is only allowed within working hours.) Distanced of more than half day travel translate to a half day charge	<b>400 + VAT (16%)</b>
Processing fees and report writing per unit	<b>100+ VAT (16%)</b>
Certification fees per unit	<b>250 + VAT (16%)</b>
Subsistence and accommodation allowance per auditor per day distances where an overnight is necessary	Kshs 4,000
Subsistence allowance per auditor per day (Where there is no overnight stay).	Kshs 700
Transport to be charged per Km at current AA rates	
LEAF fees according to current schedule -2020	

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**LEAF FEES- Please check with the Technical Manager/ Scheme Manager for current fees**

### LEAF Outside Kenya 2020

Item	Amount
Evaluation fee per day----- Working hours are 8 am to 5pm. Traveling is only allowed within working hours.) Distanced of more than half day travel translate to a half day charge	USD 500
Processing fees and report writing per unit Certification fees per unit	USD 100 USD 250
Subsistence allowance In East Africa distances of more than 300kms where an overnight is necessary: This is option as client can pay for this directly Outside East Africa	\$ 100 \$ 150
LEAF fees	As Above

### C.A.F.E FEES SCHEDULE 2020

Item	Cost
Inspector fee/ per day	\$ 300
Report writing fee	\$ 400
Travel Time over 4 hrs travel	\$50
Subsistence allowance (distances outside Kenya where an overnight is necessary) per auditor per day	\$100
Transport/Flight	At cost

**N/B Travel insurance, flight, transport, visa, translator's fees and courier costs to be charged appropriately.**

**Extension of certificates, The lesser of; 5% of previous year's invoice value across all standards or the respective Man-day rate.**

### SUBCONTRACTED STANDARDS

**CmiA –Refer to the framework contract document.**

**KTDA-Refer to the approved & current contract**

**FSS -Refer to the current approved contract**

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